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27 JUL 1972

DD/P 72-3479

MEMORANDUM FOR: All Division and Staff Chiefs

SUBJECT : The CS Historical Program

REFERENCE : A. MPS Memorandum 72-141, dated
18 July 1972, subj: Annual
Reports and PFIAB Inputs

B. DDP Memorandum 72-1420, dated
31 March 1972, subj: The CIA
and the CS Historical Programs

1. The focus of the continuing CS historical program will be on a limited number of analytical studies of major CS operations and programs. Some station histories may be included, however. The CS Historical Board is in the process of selecting topics for the new program.

2. Chronicles of developments within the CS components, including divisions, staffs, and stations, as well as the Office of the DDP, will be assembled in the newly initiated annual reporting system described in Reference A. Thus, from FY 1972 on the salient developments in each component will be recorded and documented in annual reports.

3. The new system will provide chronicles of future years but leaves many gaps in past CS history which have not yet been systematically recorded. Some division and many station histories have been published but the periods covered terminate short of FY 1972. These gaps will need to be filled by the preparation of chronicles in the pattern of the annual report. Where no component or station histories have been written, the "catch-up" chronicles will start at the beginning and cover developments up to FY 1972.

4. The completion date for the component and station annual reports for FY 1972 is 30 September 1972. A date has not yet been set for completion of reports covering previous years but components will be advised when a decision has been made on this point.

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5. This leaves the question as to what happens to the some 120 as yet unpublished histories scheduled in the current CS historical program. The following points are to be noted:

a. There will be no further requirement for the components to complete the histories carried up to now in their historical programs. It is strongly urged, however, that historical papers on which a substantial amount of work has been done be completed and published in the CSHP series.

b. Most area divisions, branches, and station personnel have found station histories to be of considerable value. Those area divisions which desire to continue preparation of station histories, and to update the published ones, are encouraged to do so. The CS historical staff will provide assistance and guidance and acceptable papers will be published.

c. The rehiring of annuitants for the program will be restricted to qualified individuals engaged to write histories within the Executive Director's guidelines.

d. In addition to identifying and retaining key documents, components should continue systematically to debrief returning station chiefs and key Headquarters officials who are nearing retirement.

e. Components are urged to submit proposals and recommendations for titles they would like to see included in the continuing historical program, following the Executive Director's guidelines, as well as their views concerning the program generally.

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f. The CS Historical Board and staff will have primary responsibility for implementing the continuing historical program. When the topics for analytical studies have been selected by the CS Historical Board, in consultation with the DDP and the Executive Director, the cooperation and support of the components in their preparation will be enlisted as appropriate.

6. Comments and questions should be directed to the Executive Secretary, CS Historical Board, 203 [REDACTED] Building, Extension 3381.

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Thomas H. Karamessines
Deputy Director for Plans

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